

**ALTON BOARD OF SELECTMEN**  
**Meeting Minutes**  
**September 15, 2008**  
**Public Session I**  
**ALTON TOWN HALL**

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**Convene** - At 6:00pm the Chairman convened the meeting of the Board of Selectmen, those present included the following members of the Board and staff:

Alan Sherwood, Chairman  
William Curtin, Vice-Chair  
Stephan McMahan, Selectman  
Peter Bolster, Selectman  
E. Russell Bailey, Town Administrator

Chairman Sherwood led those assembled in the Pledge of Allegiance to the Flag and a Moment of Silence.

**Approval of the Agenda** – Items #2 and #3 were removed from New Business and to add the annual contract from Cartographics of Littleton NH to New Business for the Town Tax Map updates A. Sherwood motioned to approve the agenda as amended, seconded by P. Bolster and passed.

**Announcements** - A. Sherwood noted that this is Senior Citizen Week, the Senior Center in Alton has events planned including a special luncheon on Thursday, the 18<sup>th</sup>.

**Selectmen's Committee Reports**

S. McMahan reported he was unable to attend the last Budget Committee Meeting due to a family emergency.

P. Bolster reported the Parks & Recreation Commission has been meeting on a regular basis, they are considering where to locate the Russian Bench which will be here in 2009. He continued the B&M R.R. Park is almost completed and funds are available to finish projects including a plaza between the two freight buildings. The building and grounds committee for the school is working on specific items for the warrant.

A. Sherwood reported that the HHW and Medical Collection was held this weekend he has no word yet on the actual turnout results. He continued the next committee meeting will be held this Thursday at the Town Hall. He thanked the personal at the Solid Waste Center for their participation and also the Police Department for their support by sending an officer to the site.

W. Curtin reported that the Planning Board has revised the site plan and sub-divisions to be more user friendly. He also noted the Planning Board is identifying the views around Town and mapping them.

### **Town Administrator Report**

R. Bailey noted the lightning damage to the Town Hall last month resulted in a Cost of \$8000, our insurance has a \$1000 deductible. An insurance check was received today for damages to the excavator. That check was \$13,000.

R. Bailey and the Board discussed a closing time for the East Side Bathrooms. It was agreed to close the facility after Columbus Day.

R. Bailey reported that the septic system may have failed at the Gilman Museum. A new system will have to be designed. Norway Plains has submitted a cost of \$900. P. Bolster motioned to award the septic design to Norway Plains, seconded by A. Sherwood, and in a discussion if the system has failed, to replace it with the same size, the motion passed with all in favor.

It was noted funds will be expended from the Museum Budget, the work will be done by a licensed installer.

### **Public Input I**

R. Carbone asked about the plan for the B& M R.R. Park plaza and Norway Plains. He was advised the plaza will be located between the two R.R. buildings. He was advised Norway Plains Associates is a company located in Alton.

R. Bailey noted an issue had been raised concerning large gatherings. As a matter of procedure it was agreed, the police and fire departments should be notified in advance just to keep them aware of these types of events.

The Chair recognized Kathy Sgambati, State Senator, K. Sgambati noted she has been visiting various Boards to discuss any issues and concerns. These included help for tornado victims, and fuel assistance. She stated the State will be receiving additional funds for fuel assistance.

### **Approval of Selectmen's Minutes**

Minutes of 7-21-08, 8-18-08 and 8-14-08

Public and Non-Public Session Minutes of 7-21-08 – Minutes amended to correct the name “Wallace” to *Whalley*, on page 5, Public Session I.

Public and Non-Public Session Minutes of 8-18-08 – Minutes amended to add the words, “his own products” to Paragraph #6 and make typing corrections in Paragraph 3, Page 3, Public Session I

A Sherwood motioned to approve the minutes of 7/21/08 and 8/18/08, Public as amended, and Non-Public session, seconded by W. Curtin and passed with all in favor.

Workshop Session Minutes – Public and Non Public Session 8-14-08 – W. Curtin motioned to approve the Public and Sealed minutes of August 14, 2008 workshop session, seconded by A. Sherwood and passed with all in favor.

## **Old Business**

1. Status – Architect and Engineer Plans - R. Bailey advised all Town buildings will be in a CAD system and photographed. Once completed he will schedule a meeting with the architect and the Selectmen. Engineers are working on the road study, upgrades and maintenance and that the Town Highway staff will be working under the guidance of the engineer. He will also schedule the Engineer to meet with the Board.
2. GASBE-34 Consulting Agreement – Following a discussion, A. Sherwood moved to have the Town Administrator sign the agreement with Mason & Rich to assist with the final implementation of GASB 34 not to exceed \$4000, seconded by P. Bolster and passed with all in favor.
3. Health Alert Review – EEE – R. Bailey advised notices have been posted and informational leaflets have been distributed. Also grant funds are available for a herbicide program if necessary. The State is setting mosquito traps in Alton and area towns, results will be forthcoming.
4. 2008 – 2009 – Budget Update – R. Bailey noted the 2008 Budget may exceed the bottom line due to unexpected costs (legal, excessive snow fall, and tornado damages). He stated Town costs from the tornado may be partially reimbursed, the amount totals \$161,959. He continued the 2009 Budget is being prepared and the first Selectmen’s budget workshop will be held September 23<sup>rd</sup>.

## **New Business**

1. American Legion – Raffle Permit Request – Following a review of the request, W. Curtin motioned to approve a raffle permit for the American Legion, Claude R. Batchelder Post 72, for the period of October 1, 2008 – April 20, 2009, seconded by A. Sherwood and passed with all in favor. P. Bolster asked what percentage goes to prizes and how much to charities.

2. Disposal of Town Property – R. Bailey noted there are unwanted items located in the Town Hall Basement, which need to go to the Swap Shop. Also the Fire Department has vehicles for disposal at auction and a drill press from the Highway Department. A. Sherwood motioned to dispose the unwanted items to the Swap Shop and the Fire Department vehicles and the drill press should be advertised for auction, seconded by S. McMahon and passed with all in favor.

3. Pole Petition – Public Service of NH – Valley Road – A. Sherwood motioned to approve the petition to install poles on Valley Road, seconded by W. Curtin and passed with all in favor.

4. MS-5 Approval – R. Bailey noted the MS-5 has been prepared by the auditors. A. Sherwood motioned to approve the MS-5 as prepared by the auditors and to sign accordingly, seconded by W. Curtin and passed with all in favor.

5. Cartographic Tax Map – R. Bailey noted this is an annual agreement with Cartographics of Littleton to produce the Tax Maps. Costs will be \$2400. W. Curtin motioned that the Town Administrator sign the Agreement, as submitted, seconded by P. Bolster and passed with all in favor

## **Public Input II**

R. Carbone clarified with the Board and Town Administrator his questions concerning the MS-5, use of emergency funds, and Fire Department staff.

### Non Public Session

At 7:05pm, A. Sherwood motioned to enter Non-Public Session pursuant to RSA91-A,3;II (a) (c) and (e) the motion was seconded and the Chairman polled the members who each responded in the affirmative and the motion was passed. ‘

Respectfully submitted,

Patricia A. Rockwood, Secretary

Minutes Approved: October 6, 2008